

THE INFORMER

PUBLISHED QUARTERLY BY THE SOUTH CAROLINA DEPARTMENT OF PROBATION, PAROLE & PARDON SERVICES



The first few months of 2006 have been busy ones for all of us, and it is hard to believe how quickly January and February came and went. The field has worked diligently implementing the new sex offender supervision protocols, central Field Operations program staff members have worked on ways to facilitate continued advances with the sex offender population, Programs & Grants staffers are closing some of our existing grants and waiting for word on our most recent grant applications, and the Executive Office has worked with key agency staff in tracking legislative activities that have significant potential impact on our agency.

On the legislative front, several bills have been introduced and are being considered relative to monitoring sex offenders in the community utilizing Global Positioning Satellite (GPS) technology. As everyone knows by now, we were able to gain some experience in this arena through grant funded efforts. Pending legislation seeks to build on that experience and apply this technology to greater numbers of offenders. We have sought to provide solid information gained through our experience as well as our research with regard to GPS to all those who requested this information. We have also promoted changes in our supervision strategies for sex offenders with criminal justice partners and stakeholders through meetings and sharing written material illustrating our work in this area.

The Department is currently working with the SC Criminal Justice Hall of Fame to contribute a display that highlights the important work of Probation and Parole Agents, along with an historical perspective of our Department's initiatives since 1941 when the agency was created. This is a tremendous opportunity to promote the mission of our Department and showcase significant agency endeavors, awards and honors. I am very excited about our exhibit at the Hall of Fame and acknowledge that it

will serve to complement other existing law enforcement displays when it is finalized and in place prior to the end of this fiscal year.

2006 is seeing the implementation of the first revamped Agent Basic Training program since recommendations for changes were finalized last year. The goal of reinventing the Department's Agent Training program has been to demonstrate the value of all aspects of our work and to provide a full repertoire of skills to new Agents.

The National Institute of Corrections (NIC) has recently advised us that the Department has been approved for technical assistance in support of our initiative to implement better offender assessment strategies. In March, a national consultant will work on-site with our Offender Assessment Team to review assessment instruments utilized by other jurisdictions throughout the country. Our consultant will also meet with other key staff to discuss ways of incorporating new assessment strategies into our offender supervision program. Our goal with respect to this initiative is to implement an effective assessment tool and emphasize the importance of assessment as a case planning tool in managing offenders in our communities.

We will continue to focus on the methods we employ to measure the effectiveness of our work, refining our indicators for each division and defining our progress in terms of outcomes measured by these indicators. A renewed emphasis on defining "recidivism" in terms of our work exists and the Executive Management Team will be working with various staff and managers to develop strategies for better assessing the recidivism rates of our offenders.

As you are all aware by now, we are in the midst of activity associated with the roll-out of new tablet computers to all staff in the field and in the central office. ITSS staff members have put forth an extraordinary effort to get this new equipment out to staff as quickly as possible. The tablets will give each of us a great deal more flexibility in getting the job done.

The Department is also



Samuel Glover
SCDPPPS Director

undertaking an update of our Strategic Plan in 2006. From January through early March, 22 focus groups were facilitated to gain input into the new plan from all levels of staff. Other initiatives underway within the Department include:

- The **Recruitment, Hiring and Retention Team** that has been meeting over the last several months to make recommendations for improvements in these areas;
- The **Marketing Plan Team** that has been working on developing a comprehensive plan to promote and reinforce the Department's mission (internally and externally);
- A revision of our **workload report** to incorporate the many changes made within the field over the past year; and,
- The implementation of **Livescan**, a grant-funded initiative that will allow Agents to obtain and transmit offender fingerprints electronically replacing the use of "ink and paper" fingerprinting of offenders in the pilot counties.

I have had the opportunity to meet with some of you since the New Year began to talk about our Department's initiatives and the challenges we face in the months ahead. I will continue my regular visits to our offices statewide and look forward to the prospect of speaking with each of you. Input I receive through my meetings with staff is important and is frequently the basis for my review of agency practices.

Communication is the key – I can't address issues or fix problems if I don't know about them.

Samuel B. Glover

Positive Feedback

It is more common to hear of the negative than the positive. Since the last Informer was published, the Office of Field Operations has received several positive letters from victims, offenders and co-workers. This shows that our Agents are acknowledged as a positive reflection on the South Carolina Department of Probation, Parole and Pardon Services.

In a letter sent to our office from Mrs. Berry, she and her husband truly appreciated the work that Jay Lemacks and the Colleton County office performed. The Berrys were victims of a burglary ten years ago, in which the offender was caught, sentenced and was placed under the Department's supervision. She commented on how the State and our Colleton office continuously kept them updated on the offender's progression to parole. Also, she remarked how helpful Jay Lemacks was when answering all her questions concerning the offender's parole violation hearing. Mrs. Berry states, "I realize the tremendous effort it requires to keep victims informed during the long judicial process. It has meant a lot to us knowing that South Carolina has concern and compassion for the victims of crime in this state. Thanks to everyone who works to make this happen."

It is especially good to hear words of appreciation from an offender. A former probationer of Anderson County Agent Heather Barker stated in a letter to office, "I would like to acknowledge the professionalism, sincerity, dedication and personal involvement that Ms. Heather Barker has displayed toward me for the last 12 months. I have recently received a new Probation Agent, but I wanted your office to know that Ms. Heather Barker has gone above and beyond the call of duty in managing my case. I cannot tell you how helpful, considerate and compassionate she has been to me in the 12 months that she was my Probation Officer. Ms. Barker was there for me in a professional capacity when I had no one else to turn to. Every encounter that I had with Ms. Barker was pleasant, courteous, and professional. I am required to seek mental health treatment while I am on probation and I have to honestly admit that dealing with Ms. Barker has defi-

nately improved my psychological state. I owe much thanks, praise and appreciation to Ms. Barker and to your service for providing people like her to people like me who appreciate kindness and consideration. Thank you and I pray that you will continue to produce Agents such as Ms. Heather Barker."

To receive appreciation from a co-worker is the icing on the cake. According to Victim Services Coordinator John Baudendistel, Agent Jason Turbeville of the Marion County office deserves recognition for his dedication and determination to see that justice is served for the victims in the cases he supervises. In JB's letter he goes on to explain what he has observed from Agent Turbeville in a case involving five victims, almost \$60,000 in restitution, and an offender, who is a well-known con-artist. "Although cases like this one involving large amounts of restitution can sometimes be intimidating, Agent Turbeville was not deterred and he focused in on holding the offender accountable. He was concerned that the victims should either get the restitution they were entitled to or that the offender serves the time that was ordered. Although the offender later violated the probation, Agent Turbeville was still able to collect over \$9,000.00 in restitution and presented the offender's case back to court and got a five year revocation."

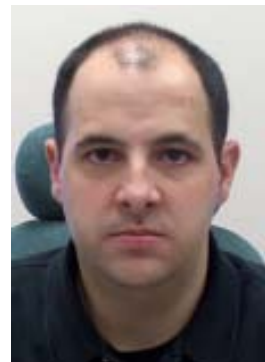
These words of appreciation go to show that positive attitudes produce positive results.



Congratulations to our Newest Agents-In-Charge!

JERRY HAMBERIS

Chesterfield County



Jerry began his career with the Department in Chesterfield County in 1998. In 2000, he was selected as the Pee Dee Region Agent of the Year while working in the

Darlington County Office. Since August of 2001, Jerry has worked as a supervisor in the Florence County Office.

SCOTT HERRINGTON

Horry County



Scott has been with the Department for over 11 years. He began his career in the Darlington County office as an Agent. Most recently, he was the Agent-

In-Charge of the Chesterfield County office and has held that position for the past six years. Scott brings a wealth of knowledge and experience with him as he moves to a larger county.

Robert Ayers (Greenville AIC) and Michael Lee (Charleston) are still deployed in military service.

We thank them for their sacrifice and service, and continue to keep them in our thoughts and prayers.

Spotlight on the Field Operations Programs Section

By Scott Norton, Director of Field Programs

"New programs", "special programs", "new initiatives", "new strategies" ... These are words we hear very often in our profession. Why are they used so often? These words are important because the task that we are charged with, the effective monitoring of criminal offenders within the community, requires us to be adaptive to changes in offender profiles, public policy, availability of community resources, technology, employee needs, etc. To be effective with our task, we must be diligent in our review of new strategies, technology, and resources that might better assist us with meeting our task. To this end, the Field Operations Division established a section to manage field programs. In an effort to be effective, we continuously look for innovative methods to impact our offender population and our staff. We review what other jurisdictions are accomplishing, compare our success rates, and review our existing programs and initiatives to determine how well we are performing and if we are meeting our goals.

The Field Operations Programs section is charged with the daily management of ongoing programs and the implementation of new programs or strategies that impact field staff or offenders. The Department may develop a special initiative or operate a program to meet contractual, legislative or grant requirements. While the Department has significant control with policies and practices of most programs, quite often the policies and practices are defined by law or contractual agreements. Below is a listing of the staff responsible for managing these programs.

Shaunita "Kisha" Grase is the Program Coordinator for the Youthful Offender Act Program (YOA) and Shock Incarceration Program (Shock) release programs and she can be reached at 803-734-9457 or by agency email.

Donna Brice is responsible for assisting with the coordination of residence verifications and other release procedures for the YOA and Shock Incarceration offenders.

Paige Mathias is the Program Coordinator for the Community Supervision Program (CSP), the Supervised Furlough II-A program (SFII) and the Department Juvenile Justice Offenders (DJJ) program and she can be reached at 803-734-8398 or by agency email.

Angela "Angie" McMillan is the Program Coordinator for the Electronic Monitoring Program (EM), the DNA Program, Drug Testing Program, Public Service Employment Program, Parole Employment Program (PEP) and the Learn & Earn Program. She can be reached at 803-734-9041 or by email.

Rebecca Carnes is the Program Coordinator for the Global Positioning Satellite Program (GPS), the Sex Offender Management Program (SOM) and the Full Disclosure Polygraph Program and she can be reached at 803-734-9232 or by email.

Jonathan Howell is the Program Coordinator for Field Technology Initiatives and Grants and he can be reached at 803-734-7464 or by email.



Field Operations Programs staff from left to right: Scott Norton, Paige Mathias, Angie McMillan, Rebecca Carnes, Kim Quarles, Mae Wilson, Donna Brice, Shaunita Grase and Jonathan Howell.

Kim Quarles is responsible for coordinating the DNA Nurses and DNA Schedule and she can be reached at 803-734-4588 or by email.

Mae Wilson is responsible for coordinating ISC Transfers packets for all inmates being released to Parole, CSP, YOA, and Shock.

Coming Soon, LiveScan to the Counties!!

By Tony Dukes, Research and Evaluation

Are you tired of getting ink on your hands and sometimes clothes when you have to fingerprint offenders? Are you tired of being told that your ten print cards don't meet FBI standards or that the fingerprints you took for a DNA sample have been rejected and now you have to redo them? Well, if any of this sounds familiar, then there is hope on the horizon.

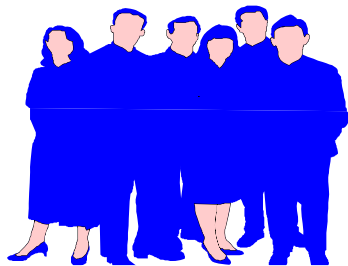
The agency received a Justice Assistance Grant through the SC Department of Public Safety to purchase the infrastructure and LiveScan devices for thirteen counties and Central Office. This is year one and a second year grant application has been submitted. If funding continues, within four years, the Agency will have devices in all 46 counties.

LiveScan devices will eliminate the need for ink in the fingerprinting process and will provide immediate feedback as to the quality of the prints. While using digital technology, fingers are rolled the same as if using ink. However, with LiveScan devices, the fingers are rolled on a glass plate

See LiveScan, Page 7

Please Welcome

OUR NEW EMPLOYEES



DECEMBER 2005 - MARCH 2006

Turkessa Bobo Walker	CRC	Gary Justice	Richland
Rusty Branham	Richland	Sean Karr	Anderson
Zandria Buck	Budgets	Jack Knox	Aiken
Jacob Burch	Greenwood	Linda Lee	FIOS
Chrisandra Carter	Accounting	Heather Matthews	Sumter
Deborah Cattell	Charleston	Kristinea Murray	Richland
Amy Crosson	Horry	Amy Neese	Accounting
Autumn Daniel	Greenwood	Tiffany Peacock	Greenville
Tiaesha Daniel	Jasper	Frank Peterson	Orangeburg
Terry Davis	Anderson	Nathan Rizer	Richland
Salomon Lugos Daza	Lexington	Shatika Spearman	Accounting
Averie Dogan	Greenville	Phillip Swann	Spartanburg
Bernadette Echols	Florence	Tashae Tate	Anderson
Jillian Gentry	Lexington	Tamekea Tyler	Accounting
Reggie German	Marlboro	Michael Thompson	Georgetown
Travis Green	Charleston	Kristen Tomaso	Greenville
Robert Grooms	Richland	LaSheika VanDyke	Richland
James Hill, Jr.	Colleton	Sherese Walton	York
Jessica Hedrick	Berkeley	Jessica Walsh	Accounting
Nicole Hunter	Greenville	LaTonya Williams	Aiken
Wesley Hunter	Aiken	Michael Williams	ITSS
Nikesha Jacobs	Charleston	Lucious Young	Orangeburg
Condie Johnson	Richland	Nicholas Young	Berkeley
Melissa Johnson	Spartanburg	Treadwell Zeigler	Greenville

GRANTS UPDATE...

By Ken Wagner,
Program Development and Grants Management

The Office of Executive Programs (O.E.P.) continues to make progress with the grants currently underway within the Department and has made applications for additional grants. The three S.T.O.P. Violence Against Women grants continue to be administered. These three grants enabled the Department to purchase digital imaging equipment, provide statewide sex offender training, and run pilot G.P.S. programs in fifteen counties. While funding for these grants has been exhausted, the gathering of statistical information continues as the expiration of these grants does not occur until September 2006. The Mobile Technology II grant allowed the Department to purchase additional mobile tablets. The tablets have been purchased and have been distributed to the field. This grant will expire on June 30, 2006. The LiveScan grant continues to move along. The vendor has been selected and negotiations have been completed. It is expected that the LiveScan devices will begin rollout in March. In all, fourteen offices will receive these electronic fingerprinting devices under this year's funding.

The O.E.P. also has made applications for four additional grants. In Mobile Technology III, we requested additional software for the existing tablets as well as car mounts in which the tablets can be mounted in vehicles. The new software applications will allow staff to use voice commands and voice dictation instead of having to use the keyboard. It is hoped that this will increase Agent safety and improve efficiency. The Internet Monitoring of Sex Offenders grant will provide funding that would allow sex offender Agents to monitor computer use by offenders through an outside vendor. In essence, the supervising Agent would receive an email whenever the offender went to an unauthorized website or used inappropriate words in emails or instant messages. In the LiveScan II grant we applied for an expansion of the project so that additional counties can be provided LiveScan devices. Finally, we have requested funding which would provide for the expansion of remote video conferencing sites across the state under the Victims of Crime Act.

Since 2003, the Department has received almost \$750,000 in grants. The O.E.P. continues to look for additional funding opportunities as this allows the Department to expand our use of technology and to pilot new and innovative programs.

RMS Teasers

Test your knowledge of records management and retention protocol by determining which statements are true. See Page 11 for answers.

1. When assembling record storage boxes for transfer of closed offender files to RMS it is not necessary to tape the bottom of the box.
2. It does not matter where the record box label is placed on the box as long as it is completed correctly.

3. All internal email requests for offender information should be sent to the "Records Records" email address.

4. You should copy the scheduler notes from the OIS and place them in the offender file once the case is closed.

5. Closed offender case files that were not transferred to RMS at the designated time should be placed in the next available box for transfer.

NEW AGENT IS JP STROM AWARD WINNER

By Peter O'Boyle, Public Information Director

New Spartanburg County Agent Amanda M. Beck received the South Carolina Criminal Justice Academy's highest award for a graduate of the February 17th class of new law enforcement officers. Beck graduated from Bradley Central High School in Cleveland, Tennessee and the University of Tennessee at Chattanooga. She graduated Magna Cum Laude with an overall GPA of 3.876 on a 4.0 scale. She has worked at the Clovis, New Mexico Police Department as a dispatcher and is a veteran of the United States Air Force, where she worked at 27th Maintenance Squadron, Cannon Air Force Base. We asked Agent Beck about her decision to become a Probation and Parole Agent and how she approached her training at the SC Criminal Justice Academy.

What interested you in a career as a Probation and Parole Agent? I had been a dispatcher for 9 ½ years while attending college. I always enjoyed dispatching the law enforcement officers more than fire or EMS. Part of me always wanted to "go on the road," but my education was the priority at the time. I feel that PPP offers not only a law enforcement aspect of a career, but other opportunities such as extraditions, court prosecutions, etc.

Describe your work ethic i.e. how did you approach your training and study habits at the academy? I have always been a self-motivated person with an internal need to achieve. I feel that I obtained this discipline not only in the military, but from my parents who always told me "just do the best you can." I studied almost every night and on the weekends during the academy. My goal was to get the Distinguished Graduate Award, which I did and beyond.

What was the hardest part of the training? The hardest part was getting up for physical training so early in the morning. Other than that, it was just a lot of material to study with only a week before each test.

If you could change one thing about the Academy, what would it be? I enjoyed the physical training aspect of it. I wish there were more of the activities that we did in the first three weeks throughout, instead of just running in weeks 5-9.

Do you feel you are ready to go to your county office and become an



Pictured with Beck are, left, SCDPPPS Director Sam Glover and Associate Deputy Director of the CJA Richard Nagy.

Agent? I received training in the office for about three months prior to the academy. The academy did help me to better understand the law and offender's charges. I think with the OJT and the Academy training, I am ready to become an Agent.

What advice would you give to other incoming Agents on their way to the Academy? I would advise them to be prepared physically before going to the academy; that will only help them in the long run. I would also tell them to stay focused and study, study, study!

SCDPPPS Director Sam Glover is shown with students and faculty after speaking at a Black History Month event at South Carolina State University. "I would like to suggest that although we acknowledge February as Black History Month - honoring those who share our history and heritage, and commemorating their accomplishments (as well as our own) should be cause for celebration 365 days a year," Glover told the students and faculty. He also was the speaker at a Black History Month event at Benedict College.





PPP Agent Badging Ceremonies

Recent graduates of the SC Criminal Justice Academy and new Probation and Parole Agents are: (from left) Vernon M. Odom, Anderson County; Melody A. Mitchell, Anderson County; Stephen L. Firsing, III, Charleston County.



The first graduating class from the Criminal Justice Academy in 2006 are (from left): Edsel Lockhart, Lancaster County; Christopher Moran, Dorchester; Joseph Wilson, Aiken; John Wilkinson, Greenville; Kimberly Wright, Florence.

Graduating from the Criminal Justice Academy Jan. 27 were (from left): Amy Finch, Anderson County; Stranata Hargrove, Anderson; Tyrone Westfield, Greenville; John Hayden, Greenville; Franklin Myers, Orangeburg.



Graduates of the Feb. 17 Criminal Justice Academy Basic Training class, and new Agents of SCDPPPS are (from left): Stacy Murrell, Greenville County; Ladrena Choice, Sumter; Amanda Beck, Spartanburg; Ja'coby Lewis, Florence; Scott Sims, Spartanburg; Richard Fletcher, Florence; SCDPPPS Director Sam Glover.

SANDRA

Allow Agent Moon to introduce you to Sandra. Between June of 2003 and July of 2005, Sandra was in and out of court for charges including Possession of Crack Cocaine and she was mandated to attend treatment. Over this period of time, she failed to cooperate with various treatment programs and her inability to gain and maintain employment also contributed to her lack of success under supervision. Her inability and unwillingness to comply with conditions of supervision was the basis for several violation proceedings all of which resulted in continuation of probation. In July 2005, Sandra was continued on probation for a third time and added the special condition that she be placed on intensive supervision and electronically monitored home detention (EMHD) for six months. It was at this point that Agent Moon first met Sandra.

Agent Moon was assigned to be Sandra's Agent for the duration of her EMHD. As she began the program she was hardly any better off than when she started probation despite her previous Agent's extensive efforts to help her. She was still unemployed, she was apparently still addicted to crack cocaine as evidenced by her numerous positive drug tests, and now she had exhausted nearly every avenue of counseling in the area. If anyone were to hazard a guess about Sandra's future at this point, they would undoubtedly have described it as including the bars of a state correctional facility. But for some reason Sandra suddenly became motivated to comply with the conditions of her probation. She started with her EMHD and excelled. She had only one unexcused violation, which was returning home 10 minutes late. Agent Moon can say unequivocally that she was the best EMHD case he ever supervised.

In October of 2005 she again tested positive for cocaine. They discussed her apparent problem with crack cocaine and the options for her future. She agreed to a referral to intensive outpatient treatment. The only

problem was that she would have to pay for the program and she was still unemployed. After discussing the matter, Sandra realized that she would have to find work if for no other reason than to pay for her treatment. Soon she returned with her mother, who was a commercial cleaner. Her mother agreed to hire her to help clean new homes after they were built. They made the necessary adjustments to her EMHD schedule, and away Sandra went. She worked every day, attended her drug abuse treatment twice weekly, reported every week, began paying towards her fees, and continued to abide by her EMHD. Every week she would excitedly bring Agent Moon a receipt showing payment towards her drug abuse treatment, which would include a comment about her negative drug test results.

Recently Sandra completed her EMHD and her drug abuse treatment. Also, she has tested negative for all drugs on all drug screens since October of 2005. Technically speaking she has not finished her probation, but Agent Moon considers her a definite success story because he has seldom seen such a turn-around in a person. He only hopes her new-found motivation continues to help her comply during the remainder of her probation and propels her to success in the years to come.

JAMES

James was placed on probation on March 19, 2002, for forgery. He was ordered to pay \$14,640.00 in restitution and complete five years of probation. During his period of supervision, his job status has been unsteady and he has had difficulty paying his monetary obligations to the victims and the court. Agent Walters worked with James on several different occasions through the use of Form 1182 to restructure his payments in an attempt to help him successfully complete his probationary sentence. James also had an unstable living arrangement which caused problems with his supervision. On February 25, 2005, a warrant was issued due to his absconding supervision, failing to pay

restitution and failing to report. The warrant was served and the case was partially revoked and continued on August 15, 2005. Since the hearing, Agent Walters has worked with James and he has gained full-time employment. His address remains stable and he has no further violations of his supervision. To date, James has paid \$11,000 in restitution and his surcharge to the court in full. Agent Walters continues to monitor his employment and residence stability and expects James to remain in good standing with his supervision.

LiveScan

Continued from Page 3

that takes a digital image of the finger. Once the prints are complete, they will be electronically transmitted to SLED. In addition to the LiveScan devices, new mug shot cameras and software will be installed integrating the two together. The software will automatically center the picture and lighting will improve the quality for consistent pictures. Along with the new cameras and software, efforts can be made to simplify access to the pictures for other uses.

Specifications for the LiveScan devices are such that the when the fingerprints are taken, OIS will be able to automatically insert the necessary demographic information onto the ten print card and thus, eliminate the need for duplicate data entry. We also hope to explore the development of a process to utilize the LiveScan devices to produce DNA fingerprint cards.

Jonathan Howell is the Project Manager for the installation and he is working daily with our vendor (DataWorks), as well ITSS to insure that the installation goes according to plan. Jonathan will begin visiting year one counties to begin the installation process. Should you have any questions, please contact him.

2005 Retirees Honored at Awards Ceremony

Some long-time employees moved on to a well-deserved retirement (while some “retired” and are still with us). They were honored at the Awards Ceremony in November. From left, are, Director Sam Glover, Deputy Director Jeff Cogdill, Doris Cannon, Anthony Thompson, Mike Nichols, Carolyn Nichols, Sylvia Foster, Warren Kimmons, Gwen Bright and Brenda Weimorts.



Name: Gwendolyn A. Bright

Employment: 08/26/71 – 9/30/05

Locations worked: Parole Examiner–Central Office, Paroles and Pardons, Parole Board Liaison

Quote from Supervisor: “Gwen’s expertise and value to the agency goes unchallenged.”

Name: Rhonda M. Burdette

Employment: 09/06/74 - 9/30/05

Locations worked: Anderson County

Quote from Supervisor: “Rhonda exceeds in managing, directing and implementing the day-to-day administrative operations of our office.”

Name: Doris J. Cannon

Employment: 07/27/73 - 9/30/05

Locations worked: Horry County

Quote from Supervisor: “Doris’ work ethic and job knowledge make her a real asset to the Department.”

Name: Faye H. Cooley

Employment: 07/27/79 - 8/1/05

Locations worked: Laurens County

Quote from Supervisor: “Faye has an outstanding working knowledge of all aspects of the administrative functions in a county office.”

Name: Catherine Z. Crosby

Employment: 02/02/88 - 9/30/05

Locations worked: Calhoun County

Quote from Supervisor: “Cathy continues to prove herself to be a valued employee and has gone above the expectations of her supervisor to aid in accomplishing the daily duties of our Department.”

Name: Sylvia L. Foster

Employment: 07/18/83 - 9/16/05

Locations worked: Richland County

Quote from Supervisor: “Sylvia has a wealth of knowledge and experience and she shares those attributes with others in the office.”

Name: Marvin A. Gravino
Employment: 02/16/79 - 9/7/05
Locations worked: Richland County, Hearings Section
Quote from Supervisor: "Marvin continuously does an excellent job supervising the Hearings Section."

Name: Warren L. Kimmons
Employment: 08/29/80 - 9/30/05
Locations worked: Greenville County, Perry Correctional Institution, Blue Ridge Correctional Institution
Quote from Supervisor: "Warren demonstrates a high level of technical competence and can be counted on to troubleshoot any Parole Information Center problems."

Name: David R. Maxwell
Employment: 03/04/85 - 9/30/05
Locations worked: Anderson County, Greenwood County
Quote from Supervisor: "David has served this agency for more than twenty years with dedication, loyalty and professionalism."

Name: Carolyn R. Nichols
Employment: 12/30/63 - 9/30/05
Locations worked: Newberry County
Quote from Supervisor: "Carolyn continues to do an excellent job. She is currently in her forty-second year with the Department."

Name: Michael D. Nichols
Employment: 05/04/85 - 9/30/05
Locations worked: York County, Charleston County, Richland County, Central Office
Quote from Supervisor: "Mike is an outstanding employee. He excels in all areas."

Name: Robert A. Ogeltree
Employment: 02/10/95 - 9/30/05
Locations worked: Anderson County, Central Field Operations
Quote from Supervisor: "Bob is a key member of the Field Support Services section and the Department. He is proactive in responding to issues and makes recommendations for solutions when problems are identified."

Name: Anthony B. Thompson
Employment: 06/20/80 - 9/30/05
Locations worked: Charleston County
Quote from Supervisor: "Agent Thompson has consistently performed all assigned duties as required and continues to give one hundred and ten percent to court operations."

Name: Theodore W. Weathersbee
Employment: 03/01/83 - 9/30/05
Locations worked: Charleston County, Barnwell County, Three Rivers Regional Office, Bamberg County
Quote from Supervisor: "Teddy has stepped up and delivered good quality work."

Name: Brenda L. Weimorts
Employment: 12/06/74 - 8/12/05
Locations worked: Barnwell County
Quote from Supervisor: "Mrs. Weimorts performs well above and beyond her duties as an Administrative Assistant."

South Carolina Probation and Parole Association



Spring Training Conference May 4-5, 2006

**The Hyatt Regency - Greenville
220 North Main Street
864-235-1234**

**For More Information, Contact
Robert Mitchell
RMitchel@ppp.state.sc.us
864-909-1359**

Five Tips For Effective Tablet Use

by Erik Murrah, ITSS

Workstation Only

Occasionally people will accidentally login to their computers with 'workstation only' checked at the initial login screen. When you login to your computer with 'workstation only' checked you are essentially telling the computer, 'do not log me into my network.' Therefore you will be unable to access certain network resources such as OIS, PIC, AIMS, drive mappings, virtual icons and others. Often times when a user is experiencing a computer problem logging off to make sure that the computer was not logged in with 'workstation only' checked will solve a lot of the problems.

Docked vs. Undocked

When your tablet is undocked from the docking station you will need to login with 'workstation only' checked at the initial login screen. When your tablet is attached to the docking station 'workstation only' needs to be *unchecked*.

VPN Access

A VPN is a virtual private network. The purpose of a VPN is to use any Internet connection available (whether it be at your home, a coffeehouse, library, hospital, or even county courtroom) to create an environment that acts just as if you were attached to the secure PPP network. The Citrix Gateway software

installed on your tablet will create a private and secure tunnel from wherever you are on the Internet back to the PPP network. If you are an agent who would like VPN access you can request a token from your AIC.

Problems Accessing the VPN

If you are having problems accessing the VPN via the Citrix Gateway it is usually because the username is not formatted correctly. The username must be formatted as follows: PPP\emurrah

The PPP must be capitalized and the slash is the one above the 'enter' key on the keyboard. Your username is your regular network username. The password required is a 6 digit password generated from your token.

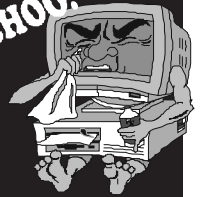
Logging into the Network away from the Office

Once you get logged into the VPN you have successfully created a tunnel to the PPP network, and now you must perform a Novell login to the network to validate yourself as an authorized network user. To do this locate the red "N" in your system tray next to your clock. Right-click on the "N" and the option at the top of the menu should be "Novell Login". Click on "Novell Login" and it will bring up a login prompt. From here you will use your regular network username and pass-

word just as if you were logging into the network every morning. Once you have successfully logged in, although you are not in the office, you should be able to access your mapped drives, email, and other network resources.

TIPS FROM THE HELP DESK

AH - CHOO!



Have you ever wanted to change your OIS or Network password? It's easier than you thought!

Your Network password changes every 120 days, but if you want to change it before hand, simply press the Ctrl and the Alt key (together) and then hit the Delete Key. This will bring up the Netware Security window. In the lower left corner of the window is the Change Password button. You have to enter your old password and then your new one. You have to confirm the new one, just to make sure you didn't make a typo while inputting it.

The rule with Network passwords is that they have to be between 5 and 12 characters, can be made up of letters, numbers or symbols and can't have any spaces. They also have to be one you have not used in the last 10 password changes. (Sorry, that's Novell's rule, not ours.)

To change your password in OIS, go to Maintenance on the Main screen, and click on Password. Again, you have to input your old password, as well as putting in the new one twice. You can't use the one you had, but you can use your older ones.

PPP Help Desk
734-HELP
(803-734-4357)

Sex Offender Supervision Update...

By Ann Hyde, Assistant Deputy Director for Field Operations

As you are all aware by now, the new statewide protocols for sex offender supervision were implemented on January 1st. Policies and Procedures were recently published incorporating the changes in our supervision strategies for this population. Agents have been working diligently to review cases and ensure compliance with these new practices. In addition, OIS has been working closely with Field Operations program staff to refine our OIS reporting capabilities. We have finalized preferred protocols for sex offender treatment providers and have also drafted baseline polygraph testing procedures which will be coming out in early April as an update to Policy and Procedure #104. Field Operations Program Coordinators are conducting individual meetings with service providers throughout the state to identify best practices and to make recommendations for expanding resources into underserved areas. Finally, we are in the planning stages of coordinating a training event for the spring for Agents who supervise the targeted sex offender population. This will be an opportunity to review all of our efforts to date with regard to our sex offender program and to discuss what we have learned since our initial discussions and planning sessions.

The New 2-Day NEOT

by Hattie Halsey, Human Resources and Debbie Shoemaker Staff Development & training

In the summer of 2005, a team was formed by Director Glover to look into restructuring the Agent Basic Training. This intra-divisional team was comprised of staff from all levels within the field and central office. The team was tasked to review the existing PPP Agent Basic Training, the resources available through the SC Criminal Justice Academy to support a revised Basic program, and the New Employee Orientation Training (NEOT). The team's discussions included perspectives from new Agents and one of the recommendations for change was to revise the format for NEOT.

NEOT was extended from the "cram everything they need to know" one-day session to a more relaxed, more informative two-day session. Eighteen new Agents were the first to experience the new and improved NEOT on March 2. Still getting the essential information such as insurance and state benefits, as well as information such as accounting procedures relating to travel and ordering supplies, NEOT has added new segments

and enhanced current points of interest.

One of the new segments the Agent Basic Training Team developed is called "A Day in the Life of an Agent." Just as it is eluded to in the segment's title, the session provides an interactive presentation of what agents will face, could face, and will be responsible for throughout an Agent's "day." By the end of this segment, the new Agents had a clear picture of what makes up the a Probation and Parole Agent at PPP. Another new segment is a Department Overview. New Agents are given a short history of how the Department was established and how the Department's past has led us to our current mission statement.

Finally, new Agents were given a short overview concerning the transition from the two-day orientation to the three-week PPP Basic Training Program. With the new additions as well as the enhancements of current topics, new Agents will come away from orientation more informed and more prepared as they begin their career at PPP.

RMS Teasers - Answers

1. **FALSE** - The bottom of the box should be taped prior to placing any contents inside the box.
2. **FALSE** - Labels are to be placed directly underneath the hand hole of the box.
3. **TRUE**
4. **FALSE** - Scheduler notes are permanently retained on the OIS, therefore it is not necessary to make copies and place in the file folders.
5. **FALSE** - File folders that were not transferred at the designated time should be packaged separately and sent to RMS. Only closed episode cases appearing on the Closed Episode Report should be in the box being transferred.

TO YOUR



symptoms when trying to quit.

Helping them quit

Lecturing about the evils of tobacco can do more harm than good. Warning about the long-term health effects of smoking isn't effective, either. A better approach is to focus on problems that cigarettes may be causing them now such as chronic cough, reduced stamina, bad breath, smelly hair, yellow teeth and stinky clothes.

Another factor is the expense. A pack of cigarettes a day costs more than \$75 a month — nearly \$1,000 a year. That would buy two movie tickets or a music CD every week.

If you can help your teenager resist taking that first puff of a cigarette or using smokeless tobacco, you will dramatically improve his or her odds for a longer and healthier life. If you are a subscriber of the State Health Plan you are eligible to participate in the **Free and Clear® Quit For Life™ Program**. The **Free and Clear® Quit For Life™ Program** is a research-based system that has been very successful in helping people to stop using tobacco. A **Free and Clear® Quit Coach** works with each participant to create a personalized "quit plan." If a counselor determines that a participant is under age 18, a letter will be sent to the physician, asking the physician to authorize nicotine replacement therapy. For more information, or to enroll in the **Quit For Life™ Program**, call **866-QUIT-4-LIFE (866-784-8454)**.

What's the attraction?

Adolescents turn to tobacco for a variety of reasons. Perhaps it's a form of rebellion, or maybe they just want to fit in with a

Teens and Smoking: What Parents Can Do

particular group of friends. They may believe cigarettes will improve their concentration or help them lose weight. Some teenagers see smoking as part of their identity or persona. They may feel more macho, sexy, independent or grown-up when they smoke.

An addictive drug

Nicotine is the addictive substance in cigarettes. For some people, it is as addictive as heroin. Nicotine enhances the release of a number of brain chemicals (neurotransmitters) that are associated with pleasure, appetite suppression and relaxation. Most adolescents believe they can quit smoking anytime they want. But they become just as addicted to nicotine as adults do. In fact, adolescents typically become addicted at relatively low doses of nicotine. A teenager who smokes just one cigarette a day may have withdrawal

SCDPPPS Salutes Our 2006 Retirees

Name: Stephen G. Birnie
Employment: 11/17/83 - 3/16/06
Locations worked: Richland County, Field Operations, Executive Office, Administration
Quote from Supervisor: "Steve's working knowledge of the legislature has been an asset to the Department."

Name: Angela P. Brown
Employment: 05/09/82 - 3/16/06
Locations worked: Richland County, Staff Development and Training
Quote from Supervisor: "Ms. Brown continues to excel in her duties as the Department's Training Director."

Name: Gary W. Corn
Employment: 07/10/88 - 3/15/06
Locations worked: Spartanburg County, Spartanburg Restitution Center

Quote from Supervisor: "Gary excels as a liaison on every level with private and public agencies and is always willing to assist with various committees or training opportunities."

Name: Nita Delores Huene
Employment: 02/17/94 - 3/16/06 (Prior PPP time 12/22/86 - 03/01/91)
Locations worked: Charleston County, Coastal Regional Office, Dorchester County
Quote from Supervisor: "Delores has continually strived to perform her duties at a level consistent with exceeding expectations."

Name: John C. Hutto
Employment: 02/16/87 - 3/16/06
Locations worked: Lexington County, Fairfield County
Quote from Supervisor: "AIC Hutto is working hard to provide a work atmosphere in Fairfield county that will allow each employee to enjoy a positive work environment. He is an asset to the Department."

Name: Michael S. Jackson
Employment: 09/19/83 - 3/16/06
Locations worked: York County
Quote from Supervisor: "AIC Jackson continues to do an excellent job. Mike is a strong leader that serves SCDPPPS very well."

Name: Christina P. Taylor
Employment: 12/04/85 - 3/16/06
Locations worked: Records Management Services, Office of Emergency and Special Operations
Quote from Supervisor: "Christina continues to be a most valued and talented member of our team in all respects."

Name: Collis E. Edwards, Jr.
Employment: 09/05/75 - 3/16/06
Locations worked: Cherokee County
Quote from Supervisor: "AIC Edwards has an excellent attitude and his service to the Department is greatly appreciated."

Some of our long-time employees decided to retire this year. At ceremonies held at the Central Office on March 16, where they were presented with plaques and certificates, a few said they will be enjoying some time off. Others will be pursuing other careers. Pictured (from left) are: Delores Huene (Dorchester, 22 years); Mike Jackson (York, 23); Christina Taylor (Central, 20); John Hutto (Fairfield, 19); Angela Brown (Central, 24); Gary Corn (Residential Services, 18); Collis Edwards (Cherokee, 31). Not pictured is Stephen Birnie (Central, 22).



AGENCY MISSION

To **prepare** offenders under our supervision towards becoming productive members of the community;
to **provide** assistance to the victims of crimes, the courts and the Parole Board; and
to **protect** public trust and safety.

AGENCY MOTTO

PREPARE, PROVIDE AND PROTECT

THE INFORMER

South Carolina Department of Probation, Parole & Pardon Services

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Governor

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